

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES (CDSS)  
RESOURCE FAMILY APPROVAL (RFA)  
STATEWIDE TECHNICAL ASSISTANCE (TA) WEBINAR NOTES  
April 7, 2021  
Time: 1:30 pm – 2:30 pm  
WebEx<sup>1</sup>

## Updates

- RFA Forms: The optional [RFA 05A](#) (approval certificate) and the optional [RFA 12](#) (Documented Alternative Plan) forms were updated to conform with Version 7 of the [Written Directives](#) (WD) and can be accessed on the [Forms webpage](#) of the CDSS website. The RFA 03 and RFA 809 are currently under revision and once they are finalized an email notification will be sent to the RFA point of contacts (POC).
- All County Letter ([ACL 21-34](#)) was issued March 19, 2021, and provides COVID-19 vaccine allocation guidelines. Approved Resource Families (RF) and RFA applicants with placement prior to approval are considered eligible for the vaccine under the Phase 1B classification.
- Technical Assistance Resource Family Approval (TARFA) meetings are resuming and the next one will be held May 5, 2021, from 9:00 am to 2:45 pm. For the immediate future, TARFA meetings are being consolidated into statewide, virtual-based, webinars with all counties welcome to attend. To register for the next meeting, click on this link <https://us02web.zoom.us/meeting/register/tZMpc-mrpjkuGNcCRnkA4Rsc5tRoxuwTVIk0> . CDSS RFA liaisons will be reaching out to their county partners shortly to provide additional information and instructions for the webinar.
- As a friendly reminder, counties should initially refer all RFA background check questions to their CDSS County Liaison for assistance per All County Information Notice ([ACIN 1-51-18](#)). All responses will be reviewed by Analyst, Charm Lee, before being sent by the liaison back to the county.

County TA Question	CDSS Response	Action Item
1) Can the county make an emergency placement with a relative or non-relative extended family member (NREFM), if any individual	Yes. In and of itself, probation or parole status does not prohibit the county from making an emergency placement. There are also no exemptions for emergency placement. The health and safety of the child is the basis for making an emergency placement and <b>all</b> information obtained as part of the emergency placement process must be considered when making the determination. Please refer to <a href="#">Welfare and Institutions Code</a>	No.

<sup>1</sup> Please contact your assigned CDSS RFA liaison or the CDSS RFA policy mailbox, [RFA@dss.ca.gov](mailto:RFA@dss.ca.gov), for the link.

County TA Question	CDSS Response	Action Item
subject to the CLETS/CACI check is currently on probation or parole?	<p><a href="#">(W&amp;IC) Section 361.4</a> and the Appendix section of the Background Assessment Guide (<a href="#">BAG</a>). If questions remain after reviewing the Emergency Placement Protocol outlined in the Appendix, please contact your RFA liaison for further assistance.</p> <p>As a reminder, the emergency placement process is separate and distinct from the RFA background check and criminal record exemption processes described in <a href="#">Written Directives</a>, Version 7, Sections 6-03A and 6-03B, respectively.</p>	
2) Is CDSS planning future RFA Background Check trainings?	No, not at this time. However, the CDSS is considering other opportunities in order to provide counties with technical assistance around the RFA background check process. In addition, once the “Train the Trainers” curriculum is compliant with accessibility requirements it will be posted on the <a href="#">CDSS RFA webpage</a> .	No.
3) If there is a hit on the CLETS without a disposition, does this prohibit emergency placement?	No, not necessarily. If the arrest does not fall under <a href="#">Health and Safety Code (H&amp;SC) 1522(e)</a> and it is clear that the charge has not been adjudicated, there does not need to be an investigation prior to placement. For additional guidance, please refer to the Emergency Placement Protocol found in the Appendix of the <a href="#">BAG</a> .	No.
4) If a dependent child is placed with a family on an emergency basis, can the county cease review of the RFA application if the live-scan results indicate there is an arrest-only regarding the applicant or other adult living or regularly present in the home?	No, the county may not cease review of the RFA application if a dependent is placed on an emergency basis. If the county receives the livescan results which indicate an arrest that is pending court adjudication, i.e., arrest-only, the county must investigate the arrest and assess for underlying conduct that may pose a risk to the health and safety of a child if the arrest is for a crime listed at <a href="#">H&amp;SC 1522(e)</a> . However, the county can choose to investigate any other arrests not listed at <a href="#">H&amp;SC 1522(e)</a> , but the approval should not be delayed by this discretionary investigation.	No.
5) Can a county cease review of an RFA application upon receipt of the livescan results indicating there is an arrest pending adjudication if there are no dependent children placed with the family on an emergency basis?	Yes, the county has the discretion to cease review of the application pending the conclusion of the court case, if there are no dependent children in the home. Conversely, depending on the nature of the arrest, it may be beneficial for the county to move forward with the application and background check processes with the available criminal history, i.e., issue a clearance or initiate the exemption process. Upon the conclusion of a court case which ends in a conviction the county would then re-assess to determine next steps (see <a href="#">BAG</a> section 123).	No.

County TA Question	CDSS Response	Action Item
6) We have an applicant/other adult who has history documented as “detention only” on their Criminal Offender Record Information (CORI). Is this considered the same as an arrest?	<p>An arrest is considered a detention-only when the person is released by law enforcement or when criminal charges are not filed by the prosecutor. “Detention only” is not the equivalent of an arrest and cannot be considered for purposes of the RFA background check process. Depending on the nature of the “detention only,” the county has the authority to explore this information during the Family Evaluation assessment interviews.</p> <p>Please refer to <a href="#">BAG</a> sections 127 and 128 for frequently used abbreviations and agency identifiers found on CORIs.</p>	No.
7) If a dependent child continues to be placed with a family that was denied approval as a Resource Family, is Title IV-E funding available?	No.	No.
8) An individual, regularly present in the home, recently came to the United States from Mexico and has no identification. How can the county livescan? Does the county have to deny if this individual cannot complete the livescan?	<p>The Department of Justice (DOJ) provides a list of acceptable documents to use to verify an individual’s identity for the purpose of submitting fingerprints for livescanning. Counties have livescanned individuals from Mexico who present a birth certificate and the matricula consular card. If the applicant is unable to complete all requirements of the RFA process, the county can determine the best course of action after discussing the requirements with the family, i.e., allowing the family to voluntarily withdraw or continuing with the denial.</p>	No.

**Next Webinar: June 2, 2021 at 1:30 pm.**